

INFORMATION BULLETIN

WELFARE-TO-WORK

Number: WB99-15

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TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
WELFARE-TO-WORK 15 PERCENT SUBGRANTEES
COUNTY WELFARE DIRECTORS
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES STAFF
EDD EXECUTIVE STAFF
WORKFORCE DEVELOPMENT BRANCH STAFF

SUBJECT: WELFARE-TO-WORK (WtW) REPORTING

The purpose of this information bulletin is to advise Service Delivery Areas (SDA) and other local partners that the Department of Labor (DOL) has issued revised WtW reporting instructions for formula grants. The revised reporting format and instructions are contained in Training and Employment Guidance Letter (TEGL) No. 11-97, Change 1, issued on February 22, 1999. The TEGL No. 11-97, Change 1, is available on the Internet at <http://wtw.doleta.gov/linkpages/instruct.htm> . The revised federal DOL report form ETA-9068 is also available in portable document format version 3.0 at <http://wtw.doleta.gov/linkpages/tegl.pdf> .

The revised reporting format and instructions incorporate criteria that will be used by DOL to award bonuses in Fiscal Year 2000 to successfully performing WtW states. Additional changes have been made to include the reporting of intake, assessment, eligibility determination, and case management expenditures.

The Job Training Partnership Division (JTPD) is currently in the process of revising the State interim participant report instructions to reflect these changes. Programming changes to the Job Training Automation (JTA) system are also underway. It is anticipated that modifications to the JTA system will be completed and released to SDAs no later than May 31, 1999. The new reporting requirements will become effective beginning with the fourth-quarter reports due to JTPD on July 25, 1999, for the period ending June 30, 1999.

The information contained in this bulletin should be shared with the staff in your organization who are responsible for WtW reporting. Questions concerning the WtW financial reporting may be directed to Leah Pears of the Financial Management Unit at (916) 654-8295. Questions pertaining to WtW participant reporting may be directed to Cindy Hobart of the Data Analysis Unit (DAU) at (916) 654-8285 or Karen Yuke of DAU at (916) 654-7585.

/S/ BILL BURKE
Assistant Deputy Director